

**ISLAND HEIGHTS BOARD OF EDUCATION
ISLAND HEIGHTS, NEW JERSEY
WORKSHOP MEETING, NOVEMBER 16, 2011 AT 7:00 P.M.
REGULAR MEETING, NOVEMBER 16, 2011 AT 7:15 P.M.**

M I N U T E S

MINUTES OF THE REGULAR MEETING AND WORKSHOP of the Board of Education of the Borough of Island Heights, County of Ocean, State of New Jersey held on Wednesday, November 16, 2011.

The workshop meeting was called to order at 7:00 p.m. by Karl Ciak, President in the Island Heights Grade School large group room. The President led the group in the flag salute.

MEMBER PRESENT: Debra Challoner, Karl Ciak, Melissa Drew, Kate Frankovich, Kevin Nelson and Courtney Parks

MEMBERS ABSENT: Douglas Camburn

ALSO PRESENT: Loren Fuhring, Superintendent, Frank Frazee, Business Administrator and Lil Brendel, Board Secretary

OPEN PUBLIC MEETINGS ACT

In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this meeting of the Board of Education was provided in the following manner:

On May 5, 2011 advance written notice of this meeting was delivered to the Asbury Park Press and posted at the Island Heights Post Office and Island Heights Grade School. The meeting notice was published in the Asbury Park Press on May 9, 2011.

WORKSHOP

REGULAR MEETING

BOARD SECRETARY REPORTS

Upon motion of Mr. Ciak seconded by Mrs. Parks the following resolutions were approved:

APPROVE MINUTES

RESOLVED, That the Board of Education approve the minutes of the following meetings:

October 12, 2011 – Regular Meeting & Closed Session

APPROVE PAYMENT OF BILLS

RESOLVED, That the Board of Education approve the payment of bills October 7, 2011 through November 9, 2011, as follows:

CURRENT ACCOUNT	\$194,532.85
CURRENT ACCOUNT 10/31/11	60,000.00
LUNCH ACCOUNT	1,380.24

APPROVE FINANCIAL REPORTS

RESOLVED, That the Board of Education approve the Financial Reports of the Business Administrator and the Treasurer of School Money for the month of September 30, 2011, which are in agreement.

APPROVE BOARD SECRETARY'S CERTIFICATION OF NO OVER EXPENDITURES

Pursuant to N.J.A.C. 6A:23-2.11@3 I, Frank J. Frazee, School Business Administrator, certify that as of November 9, 2011, no budgetary line item account has obligations and payments (contracted order) which in total exceed the amount appropriated by the District Board of Education pursuant to N.J.S.A. 18A:22-8.1, that the District financial accounts have been reconciled and are in balance.

APPROVE BOARD OF EDUCATION'S MONTHLY CERTIFICATION

Through the adoption of this resolution, we the Island Heights Board of Education, pursuant to NJAC 6A:22-2.11(c)4, certify that as of November 9, 2011 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the Business Administrator and other appropriate district officials, that to the best of our knowledge, no major account or fund has been overextended in violation of NJAC 6A:22-2.11(c)4 I-VI and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

ROLL CALL:

AYES: Mrs. Challoner, Mr. Ciak, Mrs. Frankovich, Mr. Nelson and Mrs. Parks

ABSTAIN: Mrs. Drew

COMMITTEE REPORTS

Buildings & Grounds – Mrs. Fuhring reported still gathering estimates for damages of Hurricane Irene.

Policy Committee – Mrs. Drew had nothing new to report.

Curriculum – Mrs. Parks reported that they were awaiting all math components and then the committee will meet to choose a new math text.

Finance Committee – Mrs. Challoner stated we should invite attorney to discuss shared services.

Mr. Frazee presented the 2010-11 audit. He commended Mrs. Fuhring and the Board for a job well done to keep the spending to a minimum with all the state aid cuts. The auditor had no findings or recommendations. The preschool program helped Island Heights with revenue as well as the tuition students. For the 2011-12 we used \$65,000 from the 2010-11 budget and we will need to use the same amount in preparation of the 2012-13 budget.

Mrs. Fuhring thanked Mr. Frazee, Mrs. Brendel and the Board for all of their hard work to keep Island Heights School in a good financial status.

Upon motion of Mr. Ciak seconded by Mrs. Parks the following resolutions were approved:

SUPERINTENDENT'S RECOMMENDATIONS

APPROVE EDUCATIONAL CLASS TRIPS

RESOLVED, That the Board of Education approve the following class trips:

- **Mr. CZ to take 6th grade students to lunch at Toms River Country Club on December 7 and December 14, 2011 for their Birthday Lunch from 11:45 am-12:45 p.m**

APPROVE EMERGENCY CRISIS MANAGEMENT PLAN

RESOLVED, That the Board of Education approve the Emergency Crisis Management Plan for the school year 2011-12. (Available in Board Office).

AUTHORIZE BUSINESS ADMINISTRATOR TO SET UP A CAFETERIA PLAN INCLUDING A PREMIUM EXPENSE ACCOUNT

RESOLVED, That the Board of Education authorize the business administrator to set up a cafeteria plan including a premium expense account, effective January 1, 2012—to be administered by Horizon Blue Cross Blue Shield. The plan shall include a flexible spending account premium conversion plan.

CERTIFY CORPORATE RESOLUTION

RESOLVED That the Board of Education certify the Corporate Resolution for the Cafeteria Plan including a premiums Expense Account effective January 1, 2012. (See attached).

APPROVE MONMOUTH OCEAN COUNTIES SHARED SERVICE INSURANCE FUND

RESOLVED, That the Board of Education approve MOCCSIF a fund within the NJSBA Insurance Group from 2011-2014. (See attached resolution).

AUTHORIZE BUSINESS ADMINISTRATOR TO ACCEPT ADDITIONAL ED JOBS FUNDS

RESOLVED, That the Board of Education authorize the Business Administrator to accept additional Ed Jobs funds allocation in the amount of \$191 which increases total to \$6254-Additional monies will be spent on salaries.

ROLL CALL:

AYES: Mrs. Challoner, Mr. Ciak, Mrs. Drew, Mrs. Frankovich, Mr. Nelson and Mrs. Parks

Upon motion of Mr. Ciak seconded by Mrs. Parks the following resolution was approved:

APPROVE THE 2010-2011 SCHOOL AUDIT

RESOLVED, That the Board of Education approve the 2010-11 School Audit performed by Robert S. Hulsart & Company. There were no recommendations.

ROLL CALL:

AYES: Mrs. Challoner, Mr. Ciak, Mrs. Drew, Mrs. Frankovich, and Mrs. Parks

ABSTAIN: Mr. Nelson

Unfinished New Business

Discussion arose regarding the flag in the front of school. Mrs. Fuhring stated that the Rotary Club had donated flags in the past and we would reach out to them to see if they would like to donate again. Mrs. Frankovich said she would look into this.

Privilege of the Floor

Mr. Urso wanted to know about the survey of the 5/6 model. Mrs. Fuhring reported that 7 people out of a possible 42 responded and the results were even. Mrs. Fuhring will send the results home the first week of December. She also stated overall staff, students and parents are satisfied and this change has been very effective to our students. There have also been no issues reported socially with the 5/6 model.

Announcements

Wednesday, December 14, 2011 – Regular & Workshop Meeting 7:00 p.m. Executive Session 6:15 p.m.

Upon motion of Mr. Ciak seconded by Mrs. Challoner the meeting was adjourned at 7:20 p.m.

Respectfully Submitted:

Lil Brendel, Board Secretary

Approved: LB 12/15/11